

SOLE SOURCE PROCUREMENT REQUEST

Please complete and email to: vip@azdoa.gov

Entire document MUST be completed	
Section 1	
Requesting Agency: ADOA/ General Services Division - Facilities	
Vendor: BAS Technologies LLC	Estimated Cost: \$7,500
Section 2	
Brief description of materials or services: Novar EMS HVAC controllers, all materials and installation services	
Section 3	
Briefly describe why this procurement is Sole Source and why there is only a single source available: The required HVAC controller is proprietary product manufactured by Novar a subsidiary of Honeywell International. The only authorized dealer of Novar products in Arizona is BAS Technologies.	
Duration of this Sole Source procurement: 2 years	
Briefly describe the efforts made to seek other sources: ADOA Procurement verified this information with Novar Controls and via internet search. After exploring these avenues, we have determined that these products are propriety.	

Send comments to the following individual:

Requesting Agency Contact Information	
Procurement Officer: Christine Fruitman	
Phone Number: 602-542-9158	Email Address: christine.fruitman@azdoa.gov

State Procurement Website Posting Information	
R2- 7-E301 requires the State Procurement Administrator shall post the request on the State Procurement Office website and invite comments on the Sole Source request for five working days.	
Date Posted: 11/10/08	Date Closed: 11/17/08